



SOLO AND SMALL FIRM SECTION \* OF THE STATE BAR OF CALIFORNIA  
EXECUTIVE COMMITTEE FACE TO FACE AGENDA

Wednesday, January 12, 2005 @ 4:30 PM - 5:30 PM  
Via Conference Phone: 1-888-384-9090, Pass Code: 273042

1. Call to Order - (Kaplan)
2. Approval of Minutes from Saturday, December 4, 2005 (Vellis)
3. Approval of Financials a year-end report will be available in March 2005
4. Big News Report (Miller)
5. Appointments for 2005-2006 (Application online)  
Application can be located at [www.calbar.ca.gov/sections](http://www.calbar.ca.gov/sections)  
Deadline for Applications is February 1, 2005  
Those appointed in 2004 for a term of 1 year can be reappointed for a full 3-year term without submitting another application.
6. Retreat:  
Marriott Rancho Las Palmas Resort & Spa  
Friday, April 1, 2005 - Sunday, April 3, 2005  
**Call 1-877-804-4064 to book your room/mention State Bar for special rate of \$195.00 plus taxes.**
7. CEB (Gerber)
8. Section Education Institute  
Friday, January 28, 2005  
1:00PM - 4:00PM  
Mendocino Room  
The Palace Hotel  
2 New Montgomery Street @ Market Street  
San Francisco, CA  
**BOOK YOUR SLEEPING ROOM TODAY**  
Contact the Palace Hotel at 800- 325-3589  
Mention the State Bar of California to receive our special rate.
9. The State Bar Annual Meeting Deadline  
All program proposals must be submitted to Mitch Wood by January 31, 2005.  
This is the deadline imposed by our Meeting Services department. Please submit 10 programs and rank them accordingly.
10. Committee Reports
  - a. Education Committee - Steve
  - b. Distant Learning - Marcia & Robert
  - c. SEI - Steve
  - d. SB Annual Meeting - Anne, Lisa, Ken, Patty and Hester

- e. Newsletter Committee - Lisa, Editor; Doug, Hi-Lites/Op Ed; Megan, General Assignment; Ad Committee - Eleanor & Ken; Editorial Board - Roberta and Patty
- f. CEB - Mary, Steve & Robert
- g. Members Benefit - Ron & Anne
- h. Legislation - Carolyn, Denise, Doug and Magan
- i. Mentor Directory - Ron, Esther & Denise
- j. Web Liaison - Marcia
- k. Local Bar Liaison - Myer, Carolyn & Megan

**11. Other Business**

**12. Adjournment**